



**CITY OF RENO
DEPARTMENT OF PUBLIC WORKS**

April 6, 2001



THE RENO TRANSPORTATION RAIL ACCESS CORRIDOR

**REQUEST FOR QUALIFICATIONS/PROPOSALS
FOR
PROJECT MANAGEMENT CONSULTANT**

Questions Unanswered at Pre-proposal Meeting and/or Received by noon on April 25, 2001

A number of questions were submitted related to the Draft PMC Contract form provided at the Pre-proposal meeting. As the PMC will be selected based upon qualifications and payment will be based upon the cost principles of the Federal Acquisition Regulations (FAR) 42.705-4 (48 CFR 1, see also OMB Circular A-87), specific questions will be answered during scope of work and contract negotiations with the successful proposer.

Question: What is the meaning (under the task of Construction Management) of "Configuration Control"?

Answer: Configuration control means that the Reno PMC will provide a systematic control for all parties of baseline document control, version control, records management, and design review support and/or coordination.

Questions: Are the teams pursuing the PMC services contract allowed to include any of the Nolte Team members (who were included in the EIS Phase) as part of their PMC Team submittal?

Answer: There is no policy precluding inclusion of Nolte subconsultants on a PMC team. However, no Nolte subconsultant that actually worked on the original cost estimate provided by Nolte may participate in the cost estimate review to be conducted by the PMC. The PMC proposer should indicate how it will provide a 100% independent analysis of the Nolte cost estimate, if its team includes a Nolte subconsultant. It is the City's understanding that the Nolte firm is not submitting a proposal for the PMC services, and therefore this response does not address whether Nolte may be included on a PMC team. Nolte remains under contract with NDOT to assist in answering questions on the preliminary engineering and cost estimate.

Question: Our team intends to submit one SF-255 for the joint venture, as provided for by this federal form. Should Joint Venture teams submit separate 254s for each firm in the joint venture, or submit a single 254 for the joint venture, including relevant projects completed by the constituent firms?

Answer: SF254 and SF255 forms must be completed for the prime consultant and each subconsultant proposed to perform design work for the project (i.e., engineers and architects). If the prime consultant or any subconsultant is organized as a joint venture, separate forms shall be provided for the joint venture and for the individual member of each joint venture.

Question: Can the successful PMC firm participate in the design/build team?

Answer: The PMC prime consultant will be precluded from participating in the design/build teams for the ReTRAC Project, either as an equity owner or a subconsultant. Furthermore, unless otherwise approved in writing by the City (with concurrence by NDOT and FHWA), the PMC's subconsultants and firms affiliated with the PMC or its subconsultants will also be precluded from participating in the design/build teams, either as an equity owner or a subconsultant. The term "affiliated" means parent, subsidiary and sister companies.

Question: What is SEP-14? And what will the PMC's involvement be?

Answer: To reiterate the explanation provided by Greg Novak with Federal Highways, the federal-aid program requires construction contracts to be awarded based on low bid, and design contracts to be awarded based on qualifications. As a result, pending promulgation of regulations regarding design-build projects, special approval is required by FHWA in connection with any federal-aid design/build projects. This approval is generally provided through Special Experimental Project No. 14 (see www.fhwa.dot.gov and enter SEP 14 in the search box for further details). FHWA headquarters office in Washington, D.C. has final approval authority on SEP 14 applications. The City of Reno will be completing the SEP 14 documentation during the PMC procurement phase. The PMC probably will not be required to provide any services with regard to submission of the application, but may be required to assist in coordinating with NDOT and FHWA regarding the approval and in producing reports to FHWA regarding the design/build process.

End of Questions Unanswered at Pre-proposal Meeting and/or
Received by noon on April 25, 2001

Questions Received in Writing Prior to Pre-proposal Meeting - Dated April 23, 2001

Question: When will CD of the existing Primavera Schedule be made available to PMC pursuit teams?

Answer: A CD will not be available. The current schedule is available in the appendices of the Nolte Associates, Inc. *Means and Methods Analysis Report* (January 2001) prepared by Steven L. Hiatt, P.E. for Nolte Associates, Inc. dated January 23, 2001.

Question: When will current version of City's "Draft Agreement" for PMC services be made available to PMC pursuit teams?

Answer: Agreement is available and attached (provided at pre-proposal meeting).

Question: What is the meaning (under the task of Construction Management) of "Configuration Control"?

Answer: To be determined and answered by Friday April 27, 2001 (see above).

Questions: Are the teams pursuing the PMC services contract allowed to include any of the Nolte Team members (who were included in the EIS Phase) as part of their PMC Team submittal?

Answer: To be determined and answered by Friday April 27, 2001 (see above).

Question: Could you please clarify page 11 of the RFQ/RFP reference DBE Participation..."The State of Nevada Must have certified DBEs 5 days prior to proposal submission..." We are DBE certified in the State of California, do you have information or a link for information on certification with the State of Nevada?

Answer: To be a Nevada Department of Transportation Certified DBE firm on the PMC RFQ/RFP you must be certified by NDOT 5 working days prior to the proposal submission date. Please contact the Contract Compliance Division at (775) 888-7497 or 1-800-267-1971 with any questions about the NDOT DBE certification process. NDOT provides the following necessary information for certification via the web:

<http://www.nevadadot.com/contractor/prequal/>

Question: The RFP indicates on page 12, paragraph 2, that proposers are allowed 10 pages for project-relevant experience text. This information is also required in Section 8 (Project Experience) of the SF-255. We suggest this is duplication and as such is this ReTRAC's intention? Please advise.

Answer: The City anticipates a description of the Project on SF255. The City anticipates detailed and specific roles/level of involvement for each firm in similar projects in the 10 pages of project-relevant experience text. Please see next question for clarification.

Question: Also, on page 10, Project Description, does ReTRAC want project summary sheets or an explanation of the project relevance to the ReTRAC project?

Answer: As indicated in Addendum No. 1 issued April 11, 2001: Page 9, Criteria #1 – Proposer and Key Personnel Skill and Experience: Please Note the City of Reno is requesting detailed or specific roles/level of involvement for each firm in similar projects.

Question: Our team intends to submit one SF-255 for the joint venture, as provided for by this federal form. Should Joint Venture teams submit separate 254s for each firm in the joint venture, or submit a single 254 for the joint venture, including relevant projects completed by the constituent firms?

Answer: SF254 and SF255 forms must be completed for the team and each team member. The SF254 and SF255 forms are required only for the team members proposed to perform design work for the project (i.e., engineers and architects).

Question: Is the sign-in sheet from the April 16, 2001 Stakeholder's meeting available?

Answer: The sign-in sheet is available and attached (provided at pre-proposal meeting).

Question: Will there be a follow-up to the stakeholders meeting (i.e., minutes)?

Answer: The summary of the stakeholders meeting is available and attached (provided at pre-proposal meeting).

Question: Have there been any law suits filed against the City of Reno ReTRAC project?

Answer: There was one lawsuit filed against the Special Assessment District established to finance a portion of the ReTRAC project. It is the Fitzgerald's Hotel Casino vs. City of Reno. The case was decided by the 2nd Judicial District Court in late November, 2000 or early December, 2000 and has been remanded back to the City Counsel for a new hearing. This hearing will most likely occur in May. The City's attorney for this lawsuit is Michael Halley and he can be reached at 334-2075 if you need any further information. A second lawsuit against the Special Assessment District brought by Guy Zewaldski was dismissed in the Federal District Court some time ago. Susan Rothe of the City Attorney's office was the attorney on this case and can be reached at 334-2069. Finally, a sales tax litigation was filed against the City of Reno and Washoe County (sales tax to be used for funding of the ReTRAC project) in 1998, where summary judgment was entered in favor of the City and County in December, 1998 by the 2nd Judicial District Court and affirmed on appeal at the Nevada Supreme Court in February, 2001. Merri Traficanti was the attorney on this action if you need any further information contact her at 334-2006. The City would also note that several tax payers recently filed an action in Federal District Court against the Federal Department of Transportation alleging issues concerning the Environmental Impact Statement FHWA completed for the ReTRAC project. The City is not named as a party to this action.

Question: When is the cut-off for Questions? When will the questioned be answered?

Answer: All written questions must be received by the City of Reno no later than Wednesday April 25, 2001 at noon to Edie Evans by fax at 775-334-3110 or by e-mail to evanse@ci.reno.nv.us. All questions will be answered by Friday April 27, 2001 and mailed to all attendees of the pre-proposal meeting and posted on the project web page at www.ReTRAC.org.